

**From:** Carlin, Jayne  
**To:** Waye, Don; Wu, Jennifer; allison.castellan@noaa.gov; Solloway, Chris; Parry, Roberta; Henning, Alan; Flahive, Katie; Rueda, Helen  
**CC:** Melissa Rada - NOAA Affiliate; Psyk, Christine; Hall, Lynda; Joelle Gore - NOAA Federal; Sweeney, Stephen; Byrne, Jennifer; 'jeff.dillen@noaa.gov'; Croxton, Dave; Wu, Jennifer  
**Sent:** 7/21/2014 2:47:36 PM  
**Subject:** OR CZARA Agenda for July 22 Call with Focus on Forestry/Roads & Issues (10 AM WA/OR or 1 PM DC: Non-Responsive 775 RE: OR CZARA

**OR CZARA with Focus on Forestry: Roads & Issue Papers**  
July 22 at 10 AM WA/OR or 1 PM DC **Non-Responsive**

**Agenda**

Updates:

- Status on legal, landslides, OSDS (see below), new development, pesticides, general, ag, riparian, other
- Status of draft written bimonthly update to NWEA
- Other?

Forestry: Roads Review  
**Issue List & Briefing Template (see below)**

Action Items/Next Steps

**Upcoming Meetings**

July 29: Outstanding issues; questions/issues to be raised to t-up for mgt or legal  
Aug 5: Outstanding issues; questions/issues to be raised to t-up for mgt or legal  
Aug 12: Prep for Managers Call: T-up issues that need to be elevated based on review of draft rationales/response to comments to date  
Aug 14 Managers Call (**Part 1**)  
Aug 19: Follow up from managers call; discuss any follow up issues that still need to be resolved based on review of draft rationales/response to comments to date  
Aug 20 Managers Call (**Part 2**)  
Aug 26: Linger issues based on consolidated response to comments and decision rationale.

**Draft Issue Template (for issues we are elevating to our management)**

1. Issue Statement: What problem or issue needs to be resolved? Describe the issue and clearly state the decision that needs to be made by management.
2. Background: Provide background information needed by management in order to make the decision. What are the impacts or significance of the issue? What are the constraints? Who is impacted by the issue? What are the risks of not resolving the issue? When does the decision need to be made? Keep concise (less is more) and include graphics as appropriate. You can include additional information in attachments or wait to answer questions during the briefing.
3. Action Options & Recommendation: What are the options and how do these options address the issue? Discuss the pro's and con's and consequences of the various options. What are the opposing arguments (whether they've been made or could be made). Financial implications? Precedent implications? Political implications? Make a recommendation and explain why you are not recommending alternatives. If you don't have one recommendation or the team cannot agree on one recommendation, then describe the alternative options.
4. Conclusion/Next Steps: If relevant, describe how the recommendation would need to be implemented (decision-maker, communications strategy, timeframe, additional information needed).

**OSDS**

## **Ex. 5 - Deliberative**

# Ex. 5 - Deliberative

To ease the legal review, please note the links to the TWO (2) cited legal authorities:

**ORS 454.635:** <http://www.oregonlaws.org/ors/454.635>

**ORS 468.020:** <http://www.oregonlaws.org/ors/468.020>

Cheers,

Jayne Carlin, Watersheds Unit  
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**From:** Carlin, Jayne

**Sent:** Thursday, May 29, 2014 5:50 PM

**To:** Carlin, Jayne; Waye, Don; Wu, Jennifer; allison.castellan@noaa.gov; Solloway, Chris; Parry, Roberta; Croxton, Dave; Henning, Alan; Flahive, Katie; Rueda, Helen

**Cc:** Melissa Rada - NOAA Affiliate

**Subject:** OR CZARA

**When:** Tuesday, July 22, 2014 10:00 AM-11:00 AM.

**Where:** **Non-Responsive**